CENSUS OF INDIA 2021

USER'S MANUAL
FOR
NPR MOBILE APP
(PRE-TEST)

Office of the Registrar General & Census Commissioner, India
Ministry of Home Affairs
Government of India
New Delhi
https://www.censusindia.gov.in

1. **Starting Application:** To start the **NPR** Android Mobile Application, follow the steps given below:

Click on "**NPR 2021**" Android Mobile Application icon.

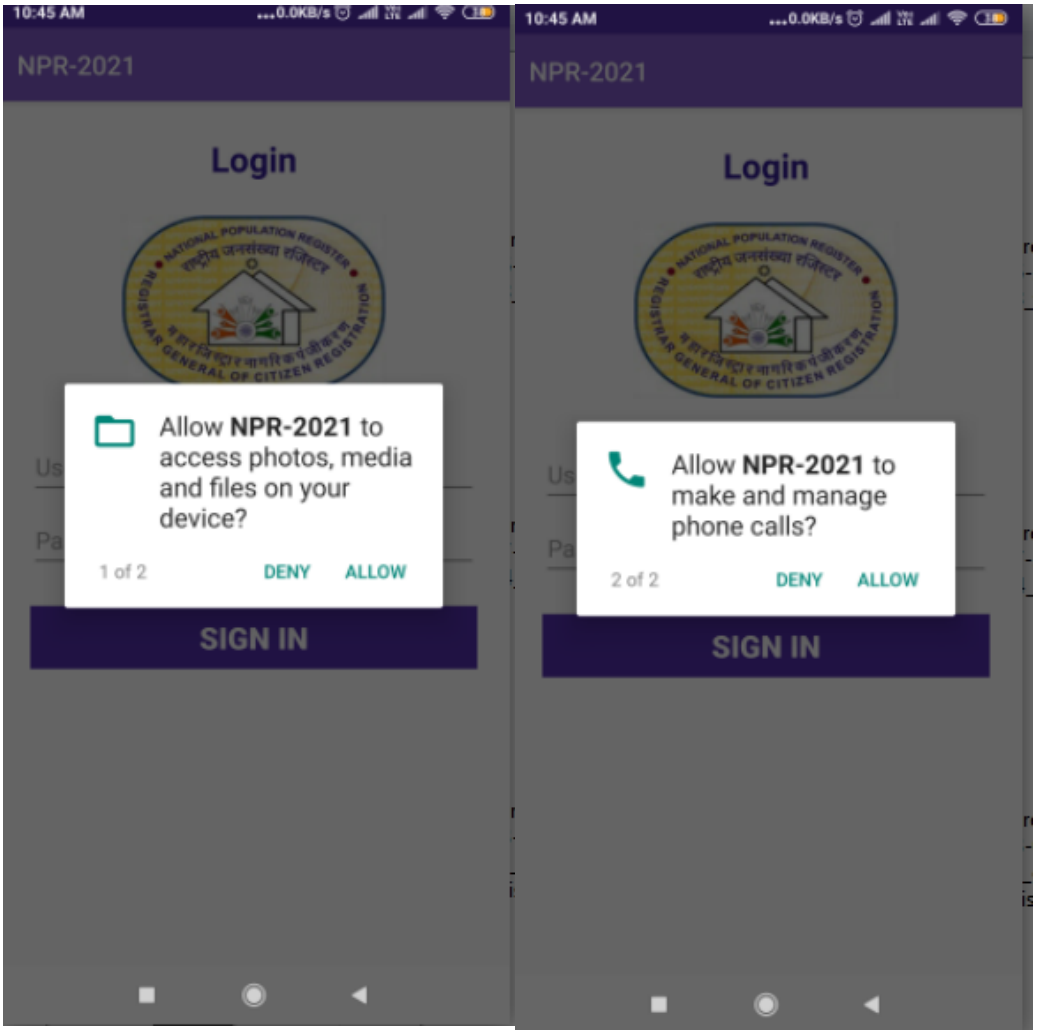
National Population Register

Developed and managed by

DP Division, ORGI, MHA

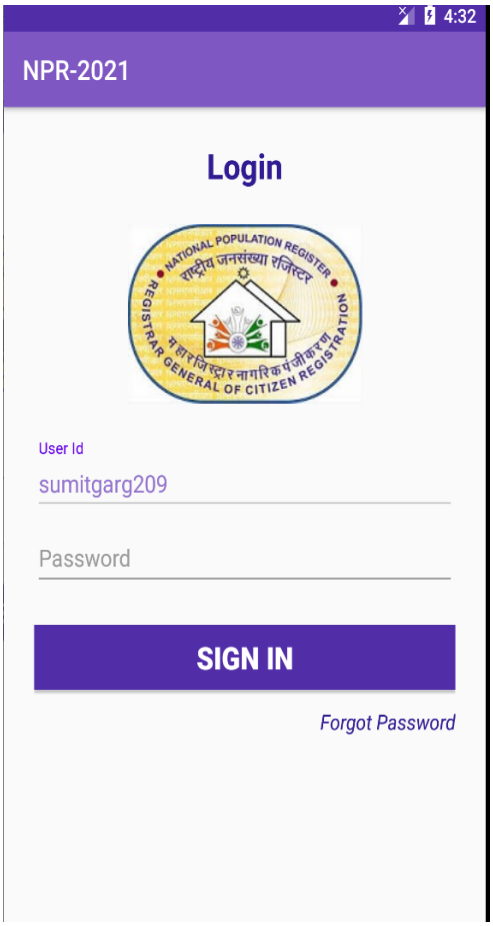
Version-1.6

After click on the App icon the **Splash Screen** comes which shows the name and version of an App. Please wait to pop up the Login screen.

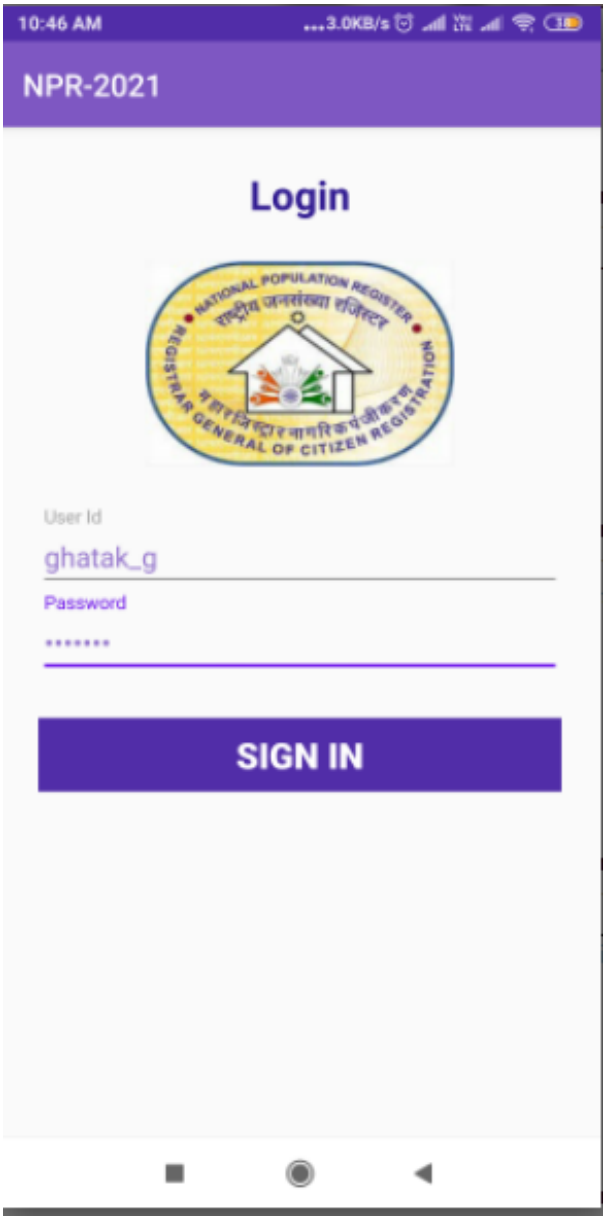


App will ask for three permissions to run. Please allow to all and if these permissions are not allowed, the App will not work.

2. **LOGIN Application Screen:** To Log in to the **NPR 2021** mobile App, and use the features provided in it, follow the steps given below:



On clicking the **"NPR 2021 Android Mobile Application icon"**, the application starts and displays the Login page. On first start-up, after fresh installation, the User-id will be blank. Input the **User-id** and **Password** (default password is **rgi@123**), which has been provided to enumerator at the time of EB allocation through **Web portal**. After giving the User-id and Password Press **SIGN IN** button to register the device. It will send the **OTP** on enumerator's email id, which is registered on web portal. Put OTP and Press **"Verify OTP"** button to verify the OTP. One more button **"RESEND OTP"** is visible to get OTP again if not received. After the OTP if authentication is successful, it will open location entry screen and will show the EB allotted to the enumerator.



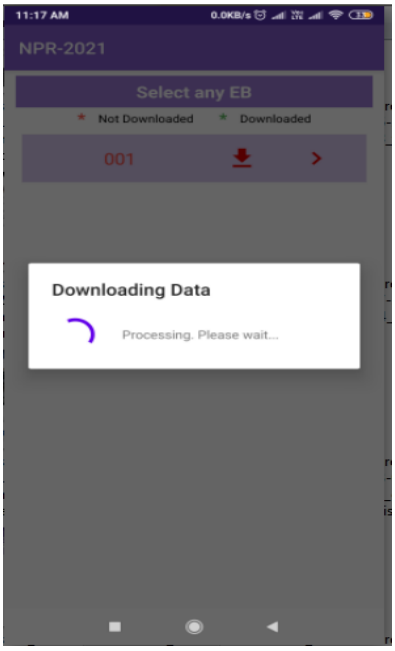
Once registered, the user will get the following screen in Login Page. This contains the following options:

a. UserID : Input your UserID allotted to the enumerator.

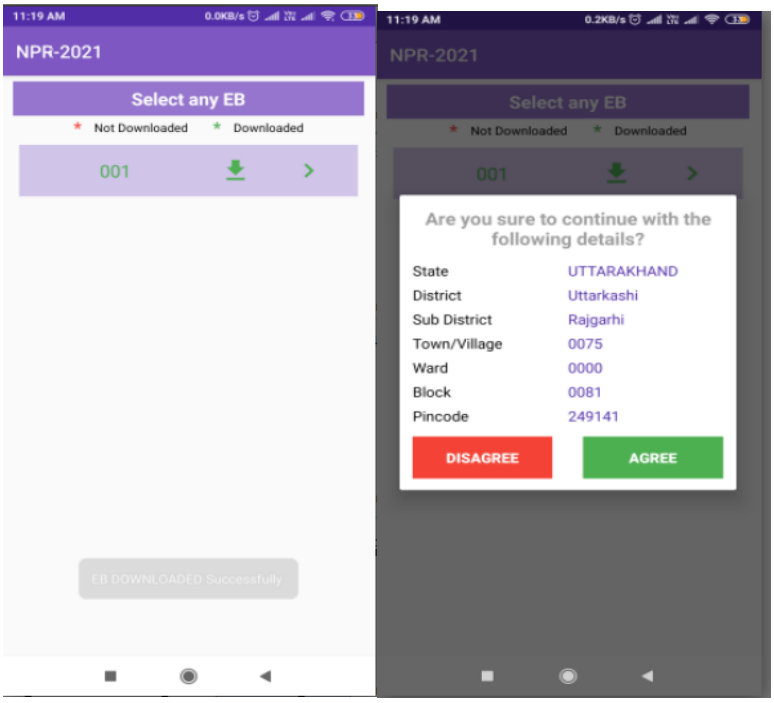
b. Password : Input the Password(default password is rgi@123).

3. **EB Alloted :** After successful login enumerator will get the allotted EB which they have to download ….initially the EB color will be red

Click on this icon EB will start to download which will take some time to download…



After EB download the EB colour and icon colour will changed to Green.



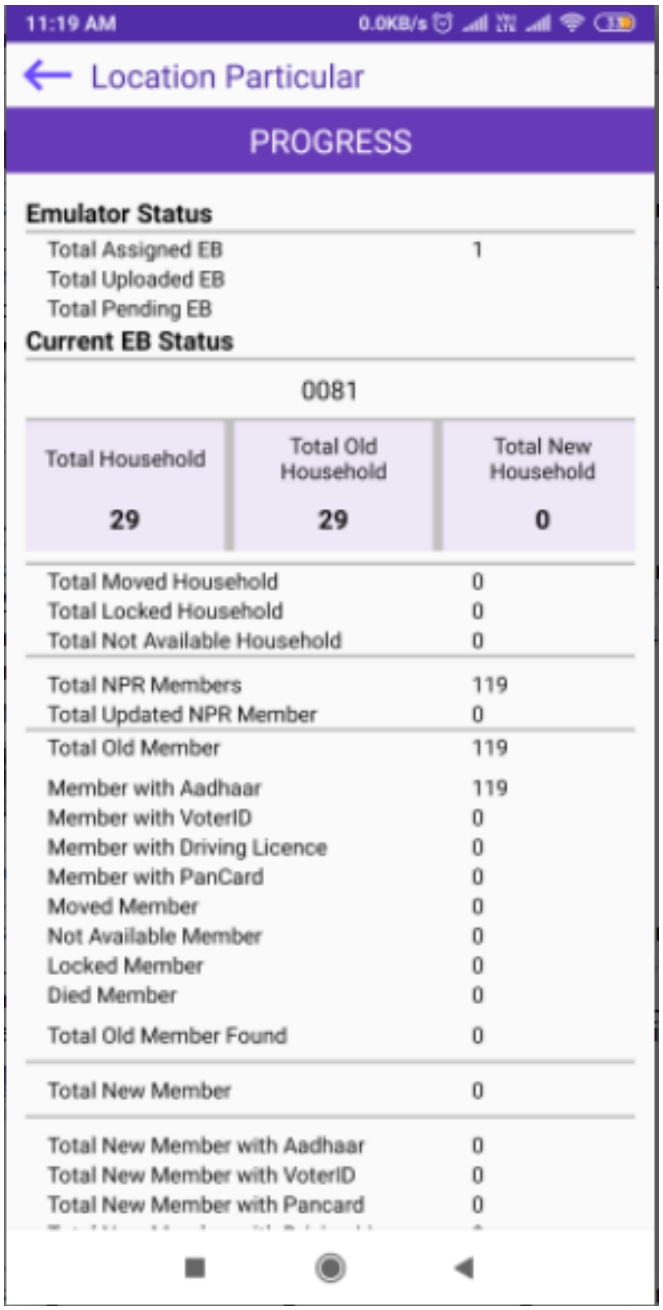
click on this icon ,app will show the location particular of selected EB either enumerator want to continue with this EB or not. To continue with this EB enumerator have to click on AGREE button.

4. **Location Particulars:** This page shows the location particulars allotted to the enumerator.

This Screen have total 5 button

1- LOCATION PARTICULAR – Current Screen
2- INCOMPLETE HOSUEHOLD - To view and update the household.
3- UPLOAD DATA – To upload the Completed HouseHold Data
4- VIEW/EDIT – To make changes in completed household, if any.
5- PROGRESS – To view the complete House hold wise status.

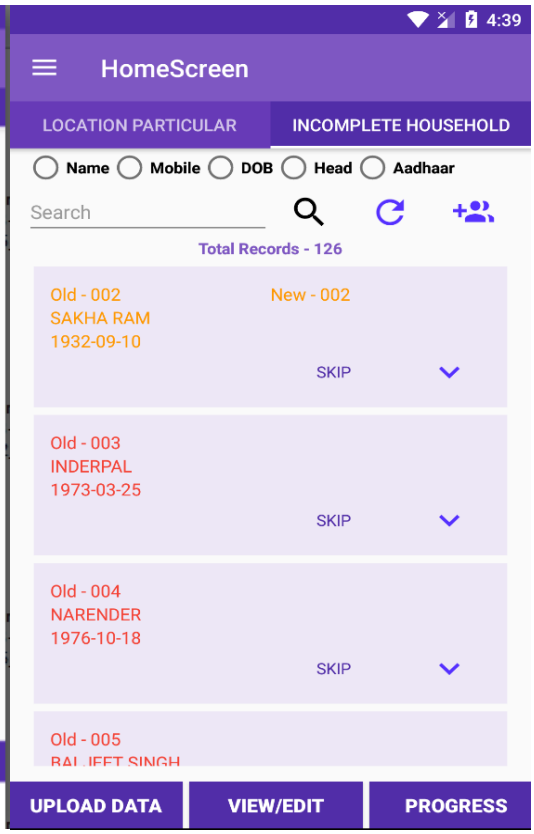
5. **PROGRESS –** In this Screen we will show the household and their member record. On top there is a back icon ← click on that icon enumerator can go back to previous screen and also have the screen name from which screen they came here (i.e. Location Particular)



6. **UPLOAD DATA-** In this screen enumerator user can upload completed household data to server by click on the upload image.

7. **INCOMPLETE HOUSEHOLD:** In this screen app have the household which are pending to update.

Pic 1



pic 2

In this screen we have a list of incomplete household , every household have first the household number then head name of the household and then dob of head. Initially Total Records shows that this EB have total 28 reocard(pic 1), time by time when enumertor will complete the hosuehold then total records count will decrease. In pic 2 we have two household no on the screen,old household is for NPR household and new household(Census Household No is in Houselist), which enemerator will update in household while updating member(if husehold available).

Here we are using 3 color to identify the meber and hosuehold which are completed or not which are follows…

Red Color – We are using this color to show household /member which is not stared yet.

Yellow Color – We are uwsing this color to show that on this household work has started but not complted.

Green Color – We are using this color to show hosuehold/member is completed.

Icon and their respective features

Click this icon user can refresh the list of hosehold.

Click this icon user can add a new household in this EB.

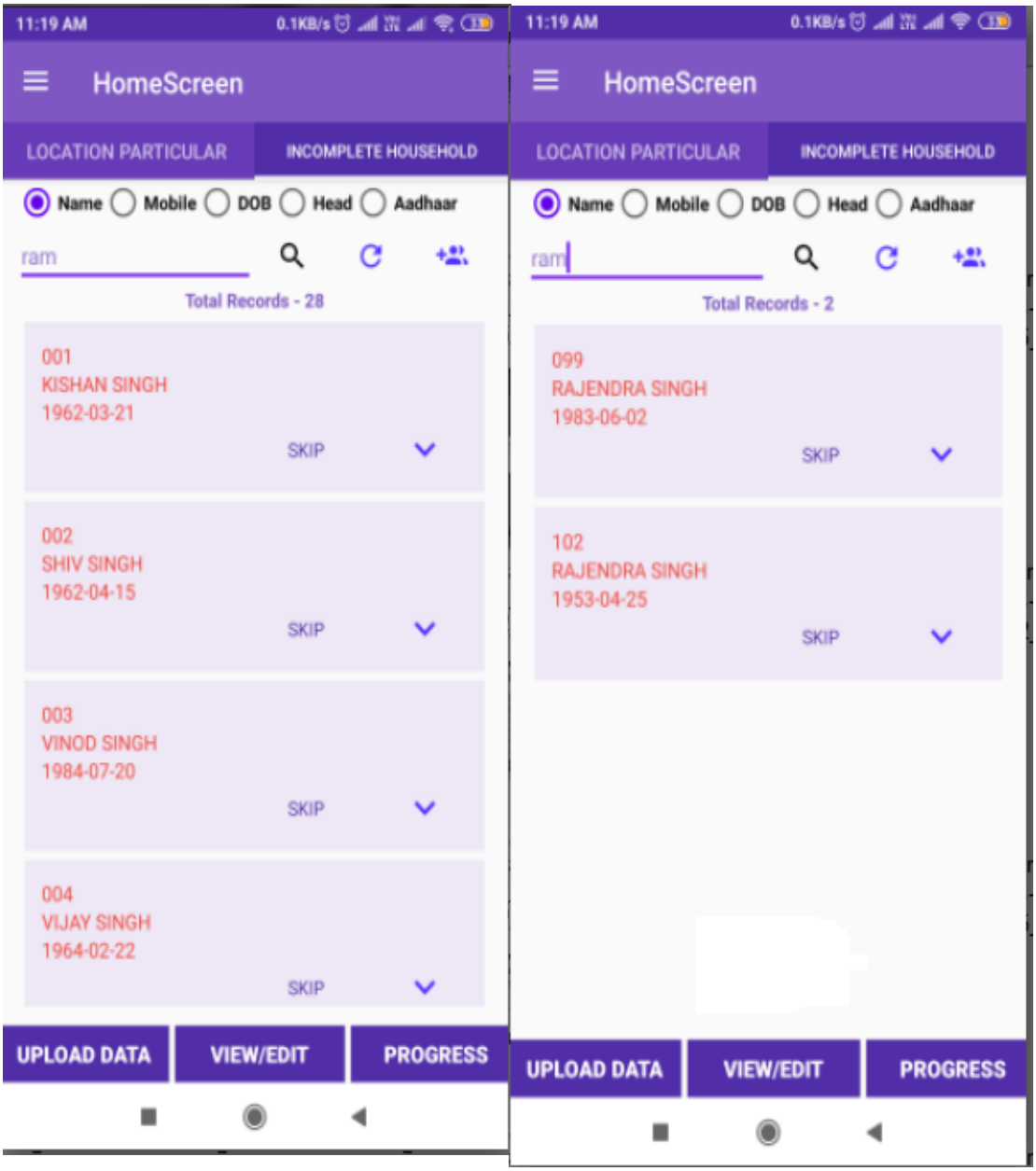
Click this icon for search operation will done.

SKIP Click this icon we can skip the particular hosuehold,if any household don't have this skip icon that mean we can't skip that hosuehold(skip icon will be invisible on household only in case of new hosuehold or any household which have a new member

Click this icon user can view the member of particular houseuhold.

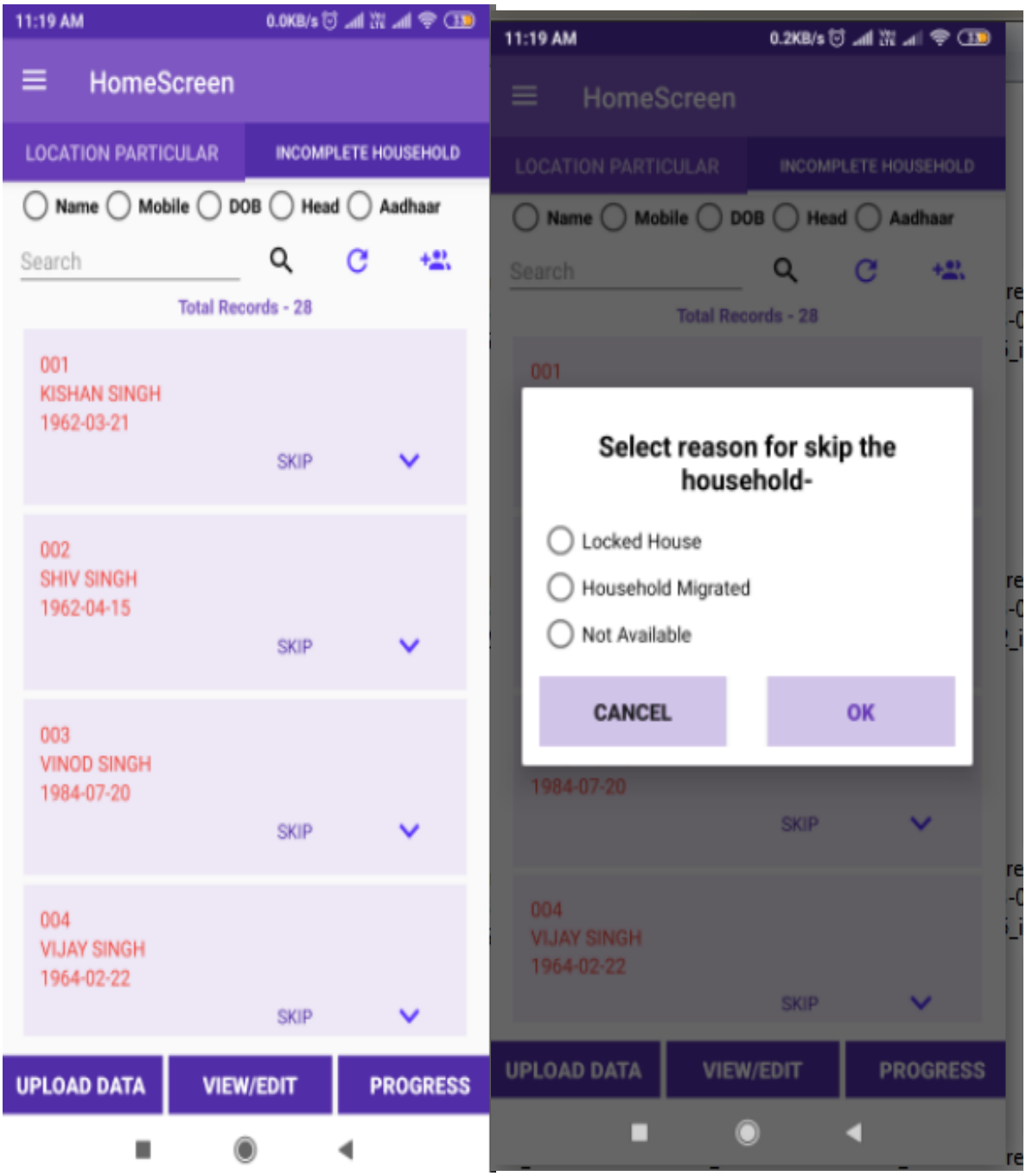
User can search using the above tool on behalf on member Name/Mobile no/Date of Birth(DOB)/Head name/Aadhaar No. To search any specific member in this screen enumerator have to choose the search option i.e. Name and then type the name in Search box and then Click on this icon to do the search operation .

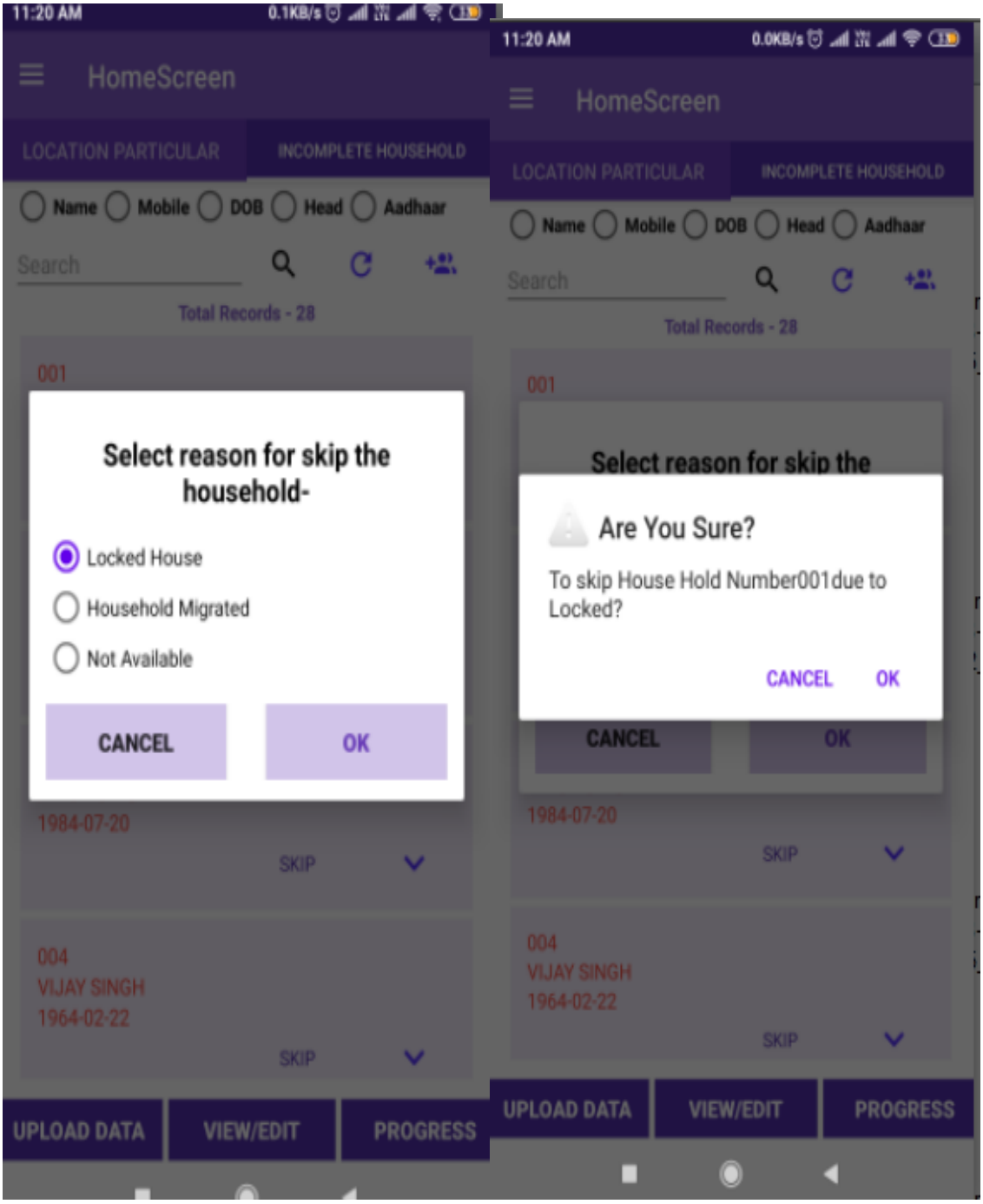
8- Search Operation- User can perform a search operation .

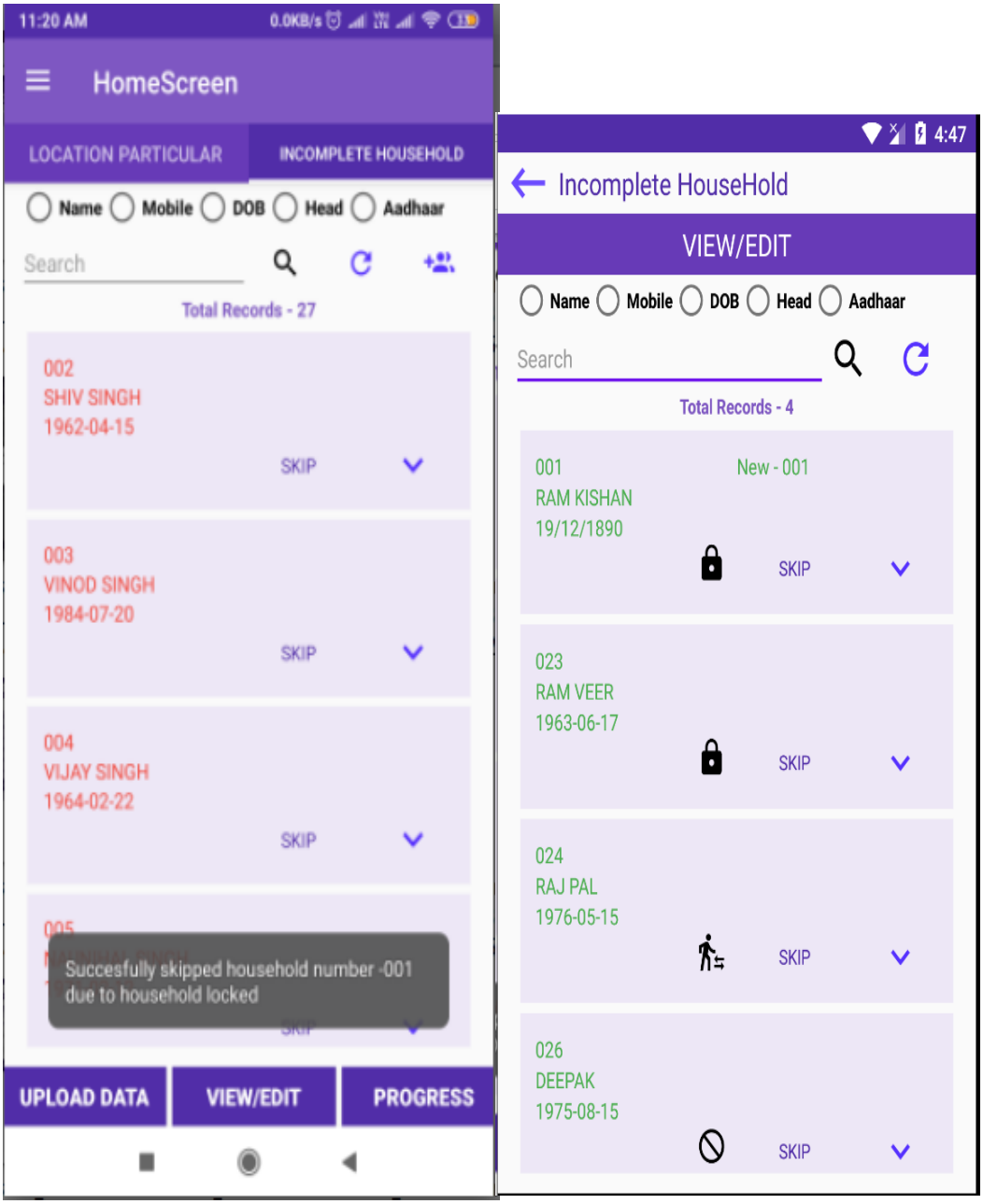


User can search on name by typing "ram" and then click on this icon App shows only 2 household which have these names in their members.

9-Skip House Hold Operation-

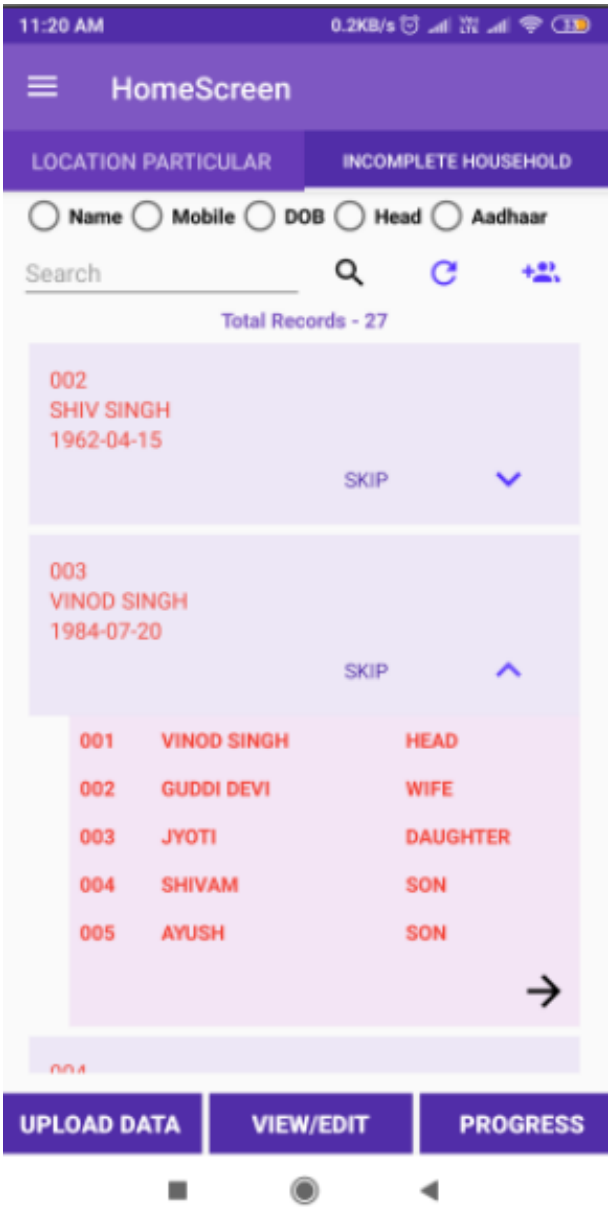



11:20 AM
0.1KB/s
HomeScreen
LOCATION PARTICULAR
INCOMPLETE HOUSEHOLD
Name Mobile DOB Head Aadhaar
Search
Total Records - 28
001
Select reason for skip the household-
Locked House
Household Migrated
Not Available
CANCEL
OK
1984-07-20
SKIP
004
VIJAY SINGH
1964-02-22
SKIP
UPLOAD DATA
VIEW/EDIT
PROGRESS
11:20 AM
0.0KB/s
HomeScreen
LOCATION PARTICULAR
INCOMPLETE HOUSEHOLD
Name Mobile DOB Head Aadhaar
Search
Total Records - 28
001
Select reason for skip the
Are You Sure?
To skip House Hold Number001due to Locked?
CANCEL
OK
CANCEL
OK
1984-07-20
SKIP
004
VIJAY SINGH
1964-02-22
SKIP
UPLOAD DATA
VIEW/EDIT
PROGRESS

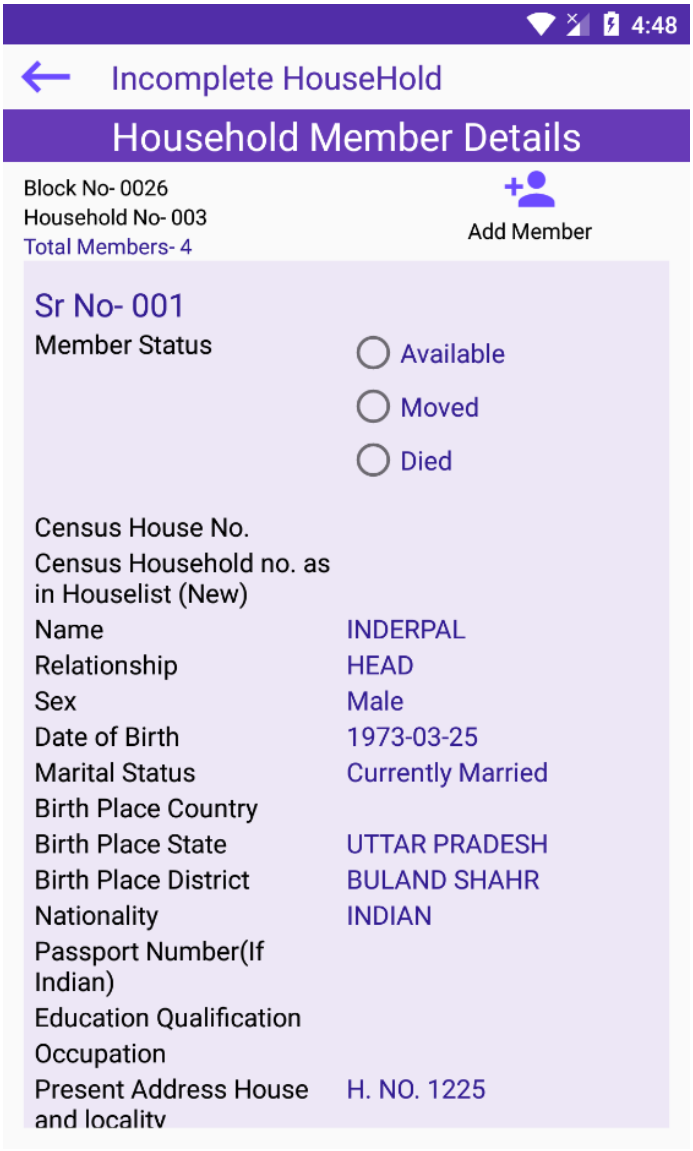


After skip one record in this tab now Total Record is not 27 because after skip one household as locked is completed for enumerator. This locked household we can see in VIEW/EDIT screen.

10-View Members- On click on this icon we can member of a household.



Click this icon user can proceed in this member to show all the details and update all the members.

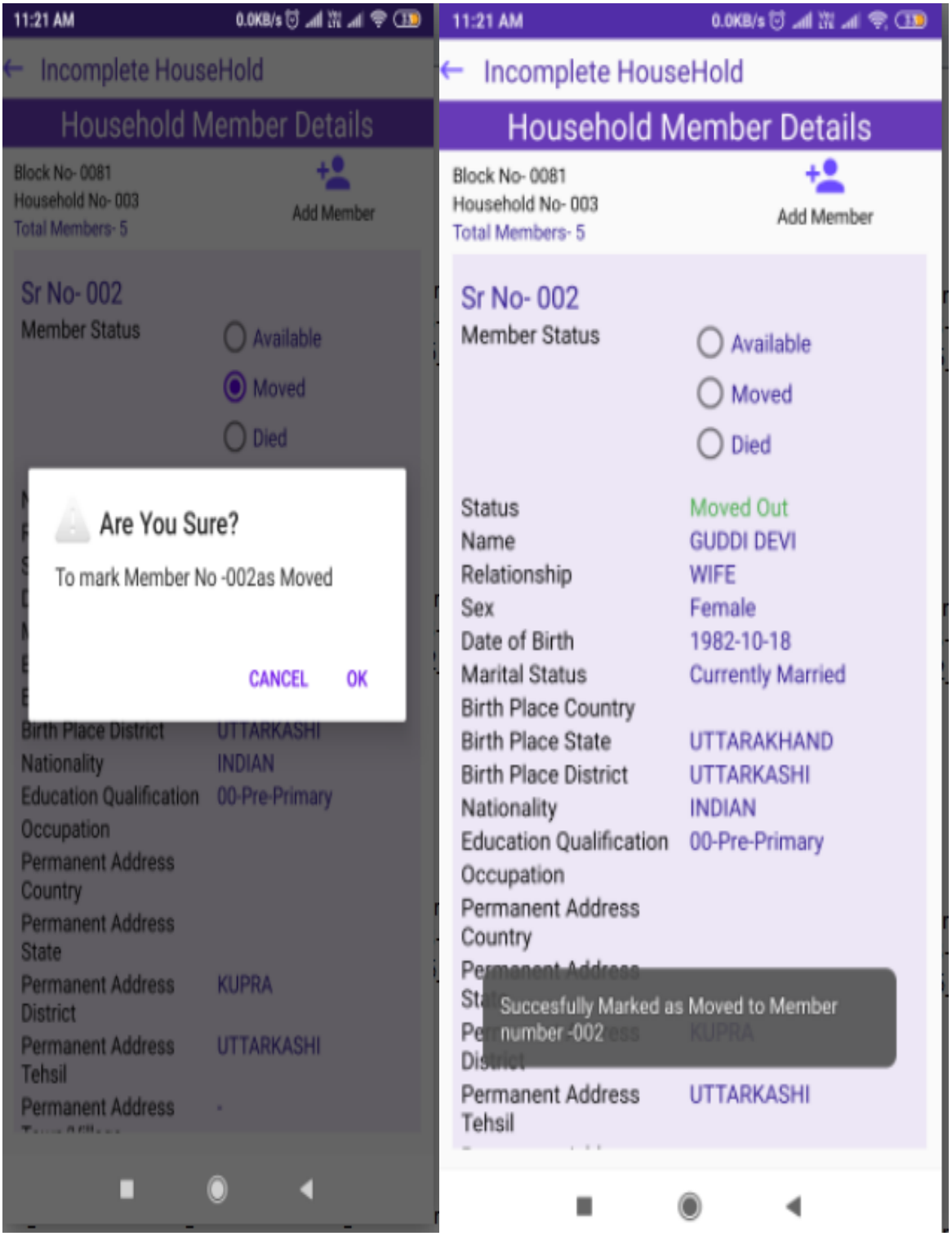


In every member user can view three button to change member status

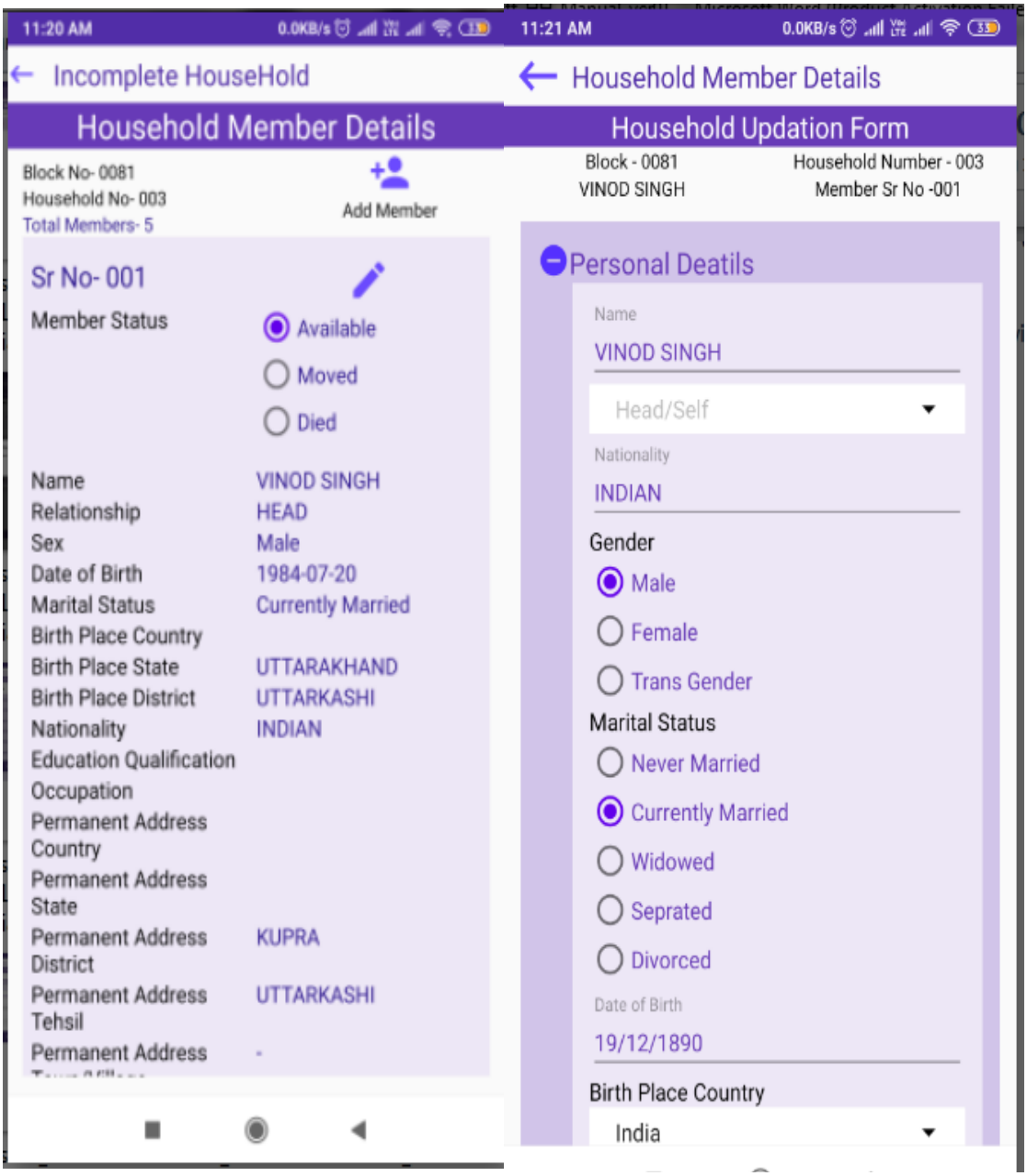
1-Available – To check this radio button one edit option will visible to update the information of this member.

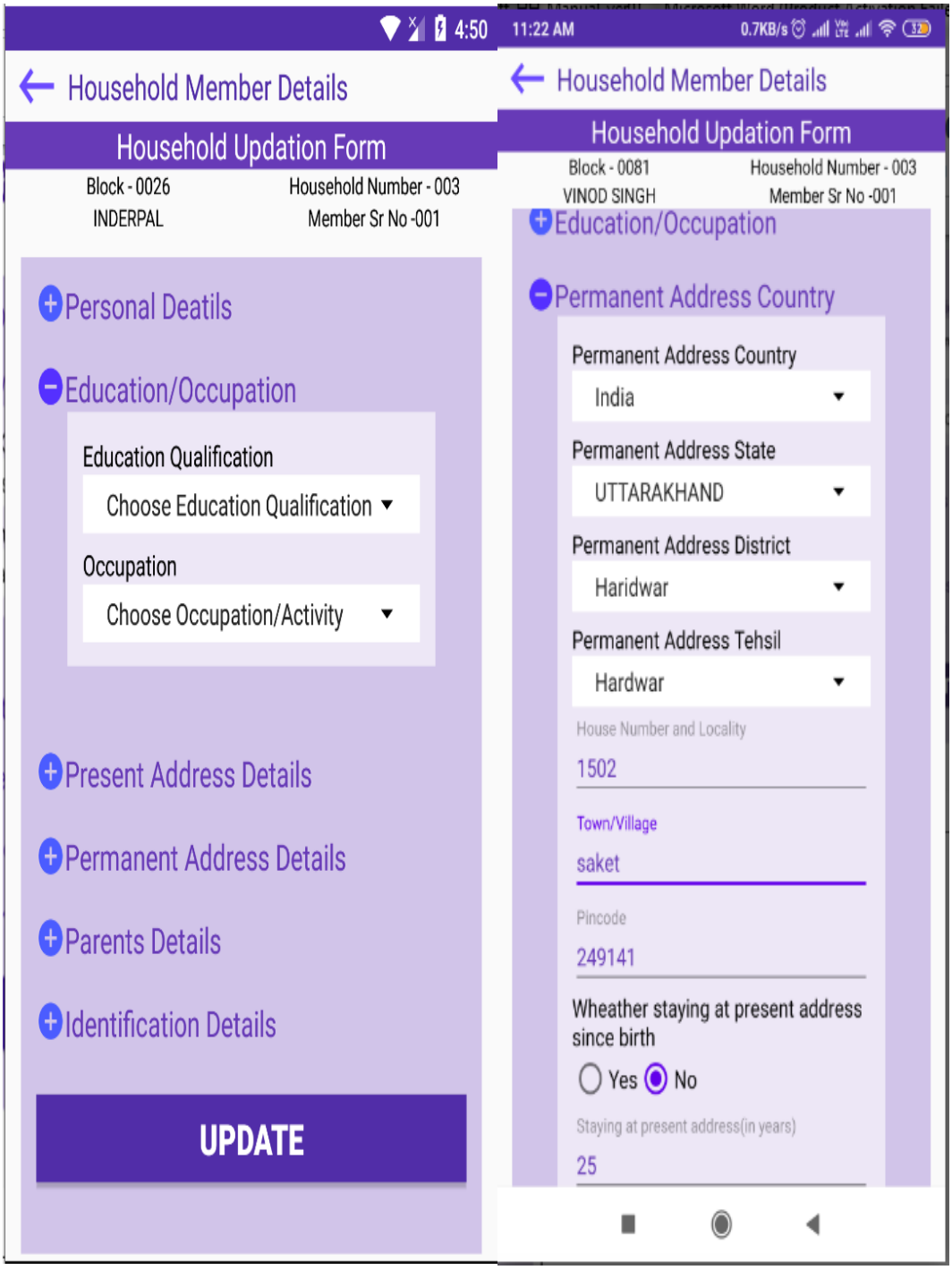
2- Moved – To check this radio button you will mark this member as moved member, and same time you will see the status of this member will visible above name.

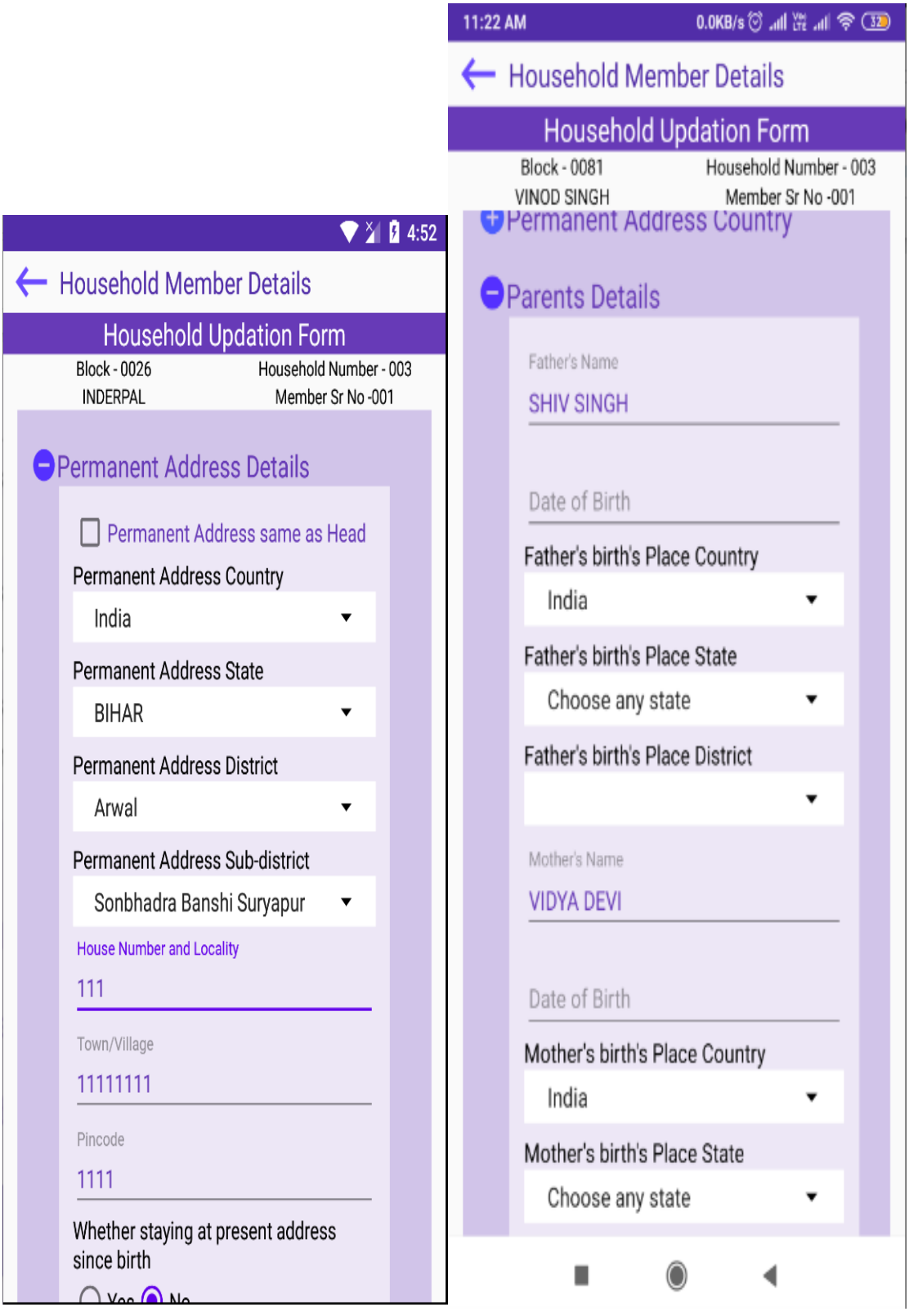
3- Died- To check this radio button you will mark this member as died, and same time you will see the status of this member will visible above name.

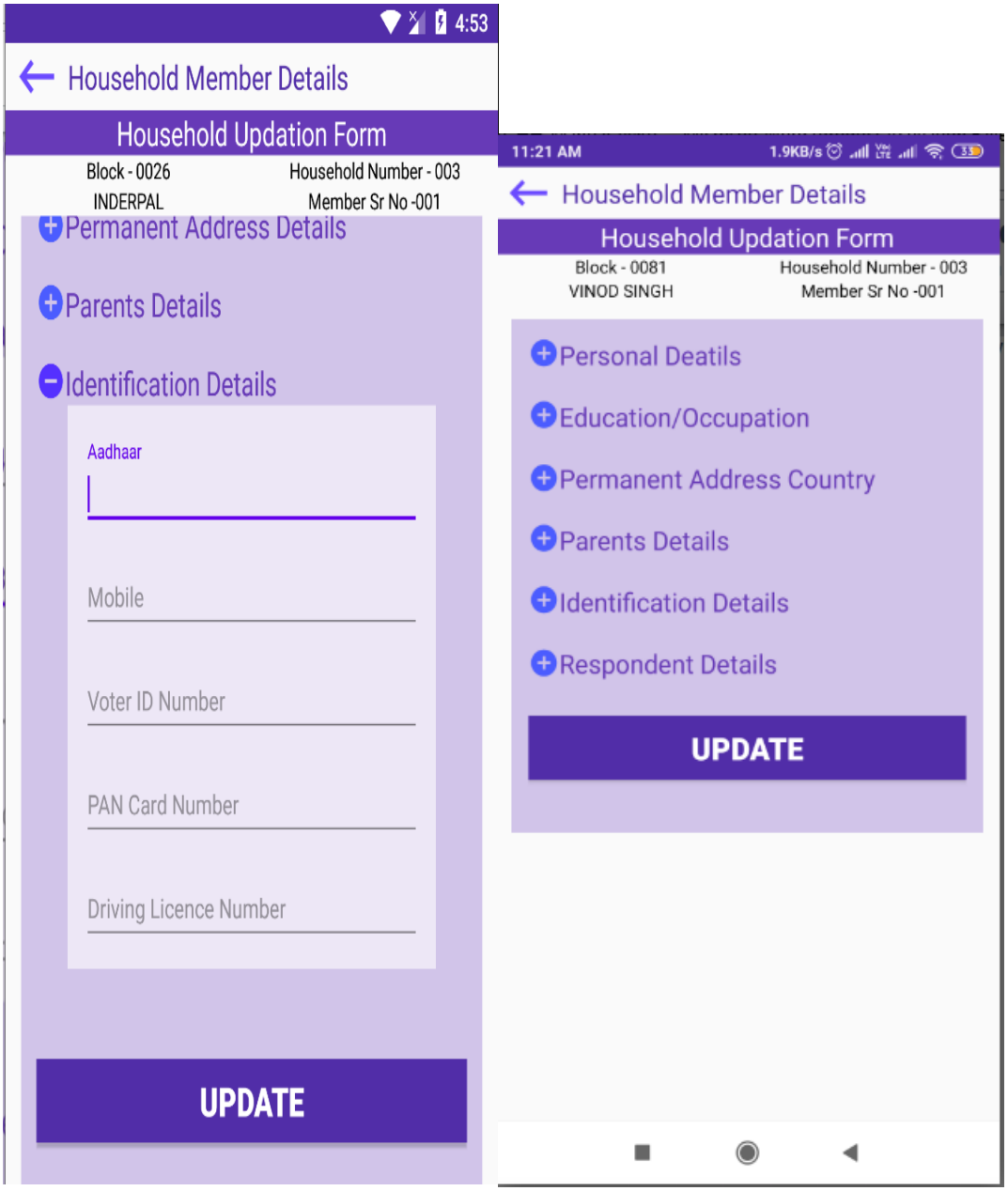


11-Update Member Information- To update member information check on available button and then a icon will show. Click on this icon then user will direct to another screen




4:50
Household Member Details
Household Updation Form
Block - 0026
Household Number - 003
INDERPAL
Member Sr No -001
Personal Deatils
Education/Occupation
Education Qualification
Choose Education Qualification
Occupation
Choose Occupation/Activity
Present Address Details
Permanent Address Details
Parents Details
Identification Details
UPDATE
11:22 AM
0.7KB/s
Household Member Details
Household Updation Form
Block - 0081
Household Number - 003
VINOD SINGH
Member Sr No -001
Education/Occupation
Permanent Address Country
Permanent Address Country
India
Permanent Address State
UTTARAKHAND
Permanent Address District
Haridwar
Permanent Address Tehsil
Hardwar
House Number and Locality
1502
Town/Village
saket
Pincode
249141
Wheather staying at present address since birth
Yes
No
Staying at present address(in years)
25

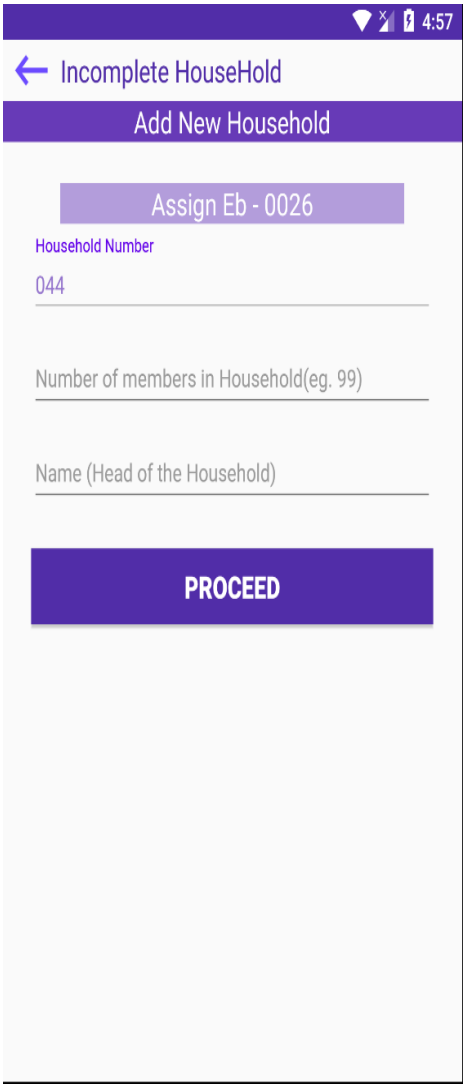

4:52
Household Member Details
Household Updation Form
Block - 0026
Household Number - 003
INDERPAL
Member Sr No -001
Permanent Address Details
Permanent Address same as Head
Permanent Address Country
India
Permanent Address State
BIHAR
Permanent Address District
Arwal
Permanent Address Sub-district
Sonbhadra Banshi Suryapur
House Number and Locality
111
Town/Village
11111111
Pincode
1111
Whether staying at present address since birth
11:22 AM
0.0KB/s
Household Member Details
Household Updation Form
Block - 0081
Household Number - 003
VINOD SINGH
Member Sr No -001
Permanent Address Country
Parents Details
Father's Name
SHIV SINGH
Date of Birth
Father's birth's Place Country
India
Father's birth's Place State
Choose any state
Father's birth's Place District
Mother's Name
VIDYA DEVI
Date of Birth
Mother's birth's Place Country
India
Mother's birth's Place State
Choose any state



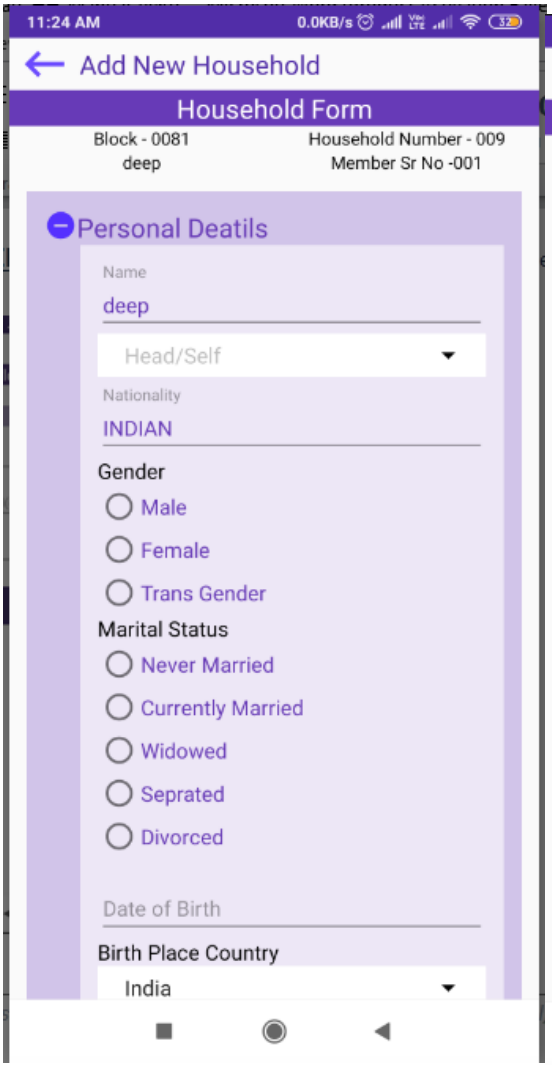
After filling the all details in the app, Now click on UPDATE button to update the details of the member.

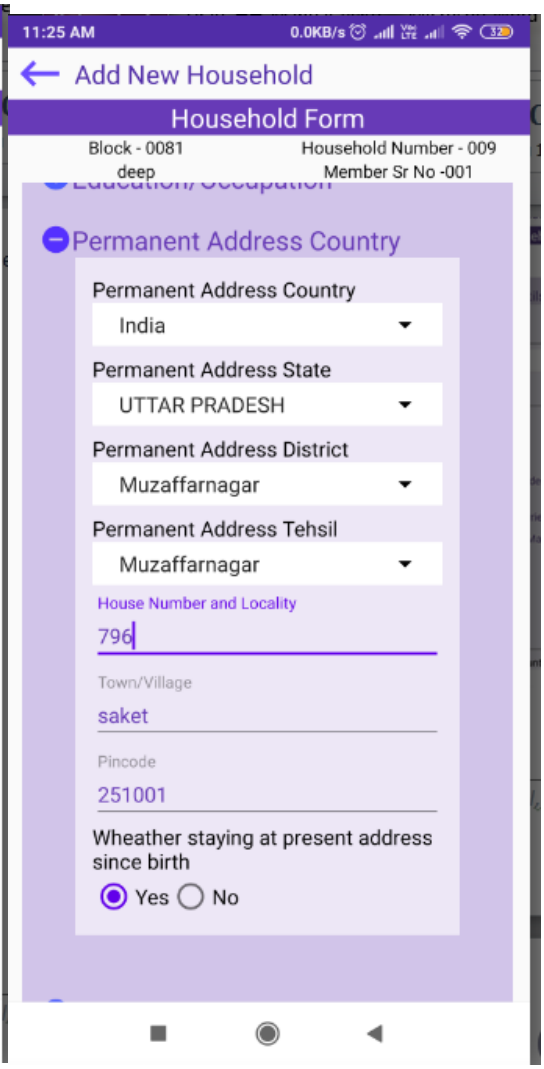
From the above screen, user can add New member in this household by click on Add member Icon in top right and fill the new member details

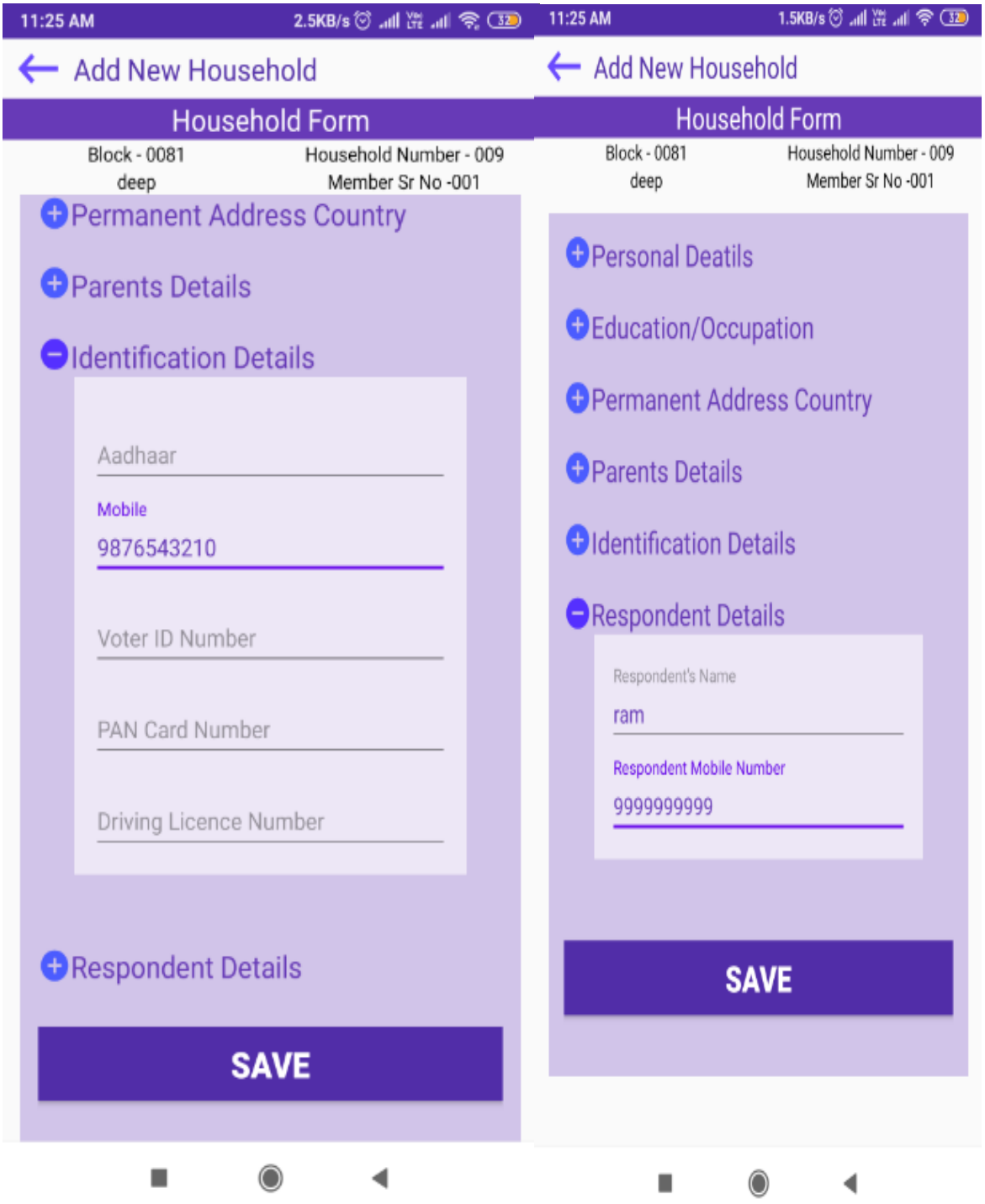
12-Add New House Hold- Click on this icon from INCOMPLETE HOUSEHOLD Tab User will be directed to below screen given



Household will be auto assign to new household so enumerator can't edit this household no.

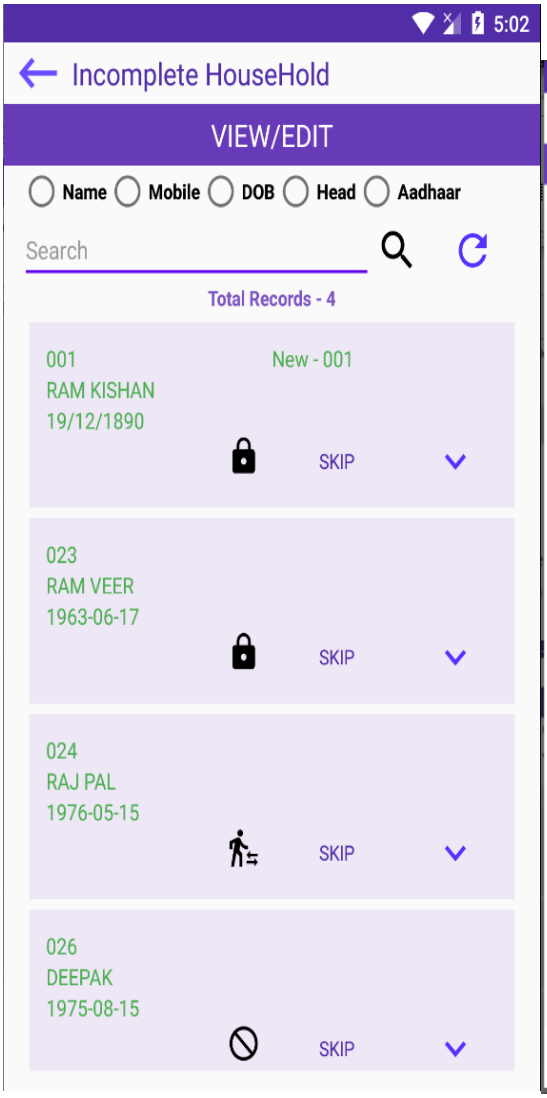

11:24 AM
0.0KB/s
Add New Household
Household Form
Block - 0081
deep
Household Number - 009
Member Sr No -001
Personal Deatils
Name
deep
Head/Self
Nationality
INDIAN
Gender
Male
Female
Trans Gender
Marital Status
Never Married
Currently Married
Widowed
Seprated
Divorced
Date of Birth
Birth Place Country
India

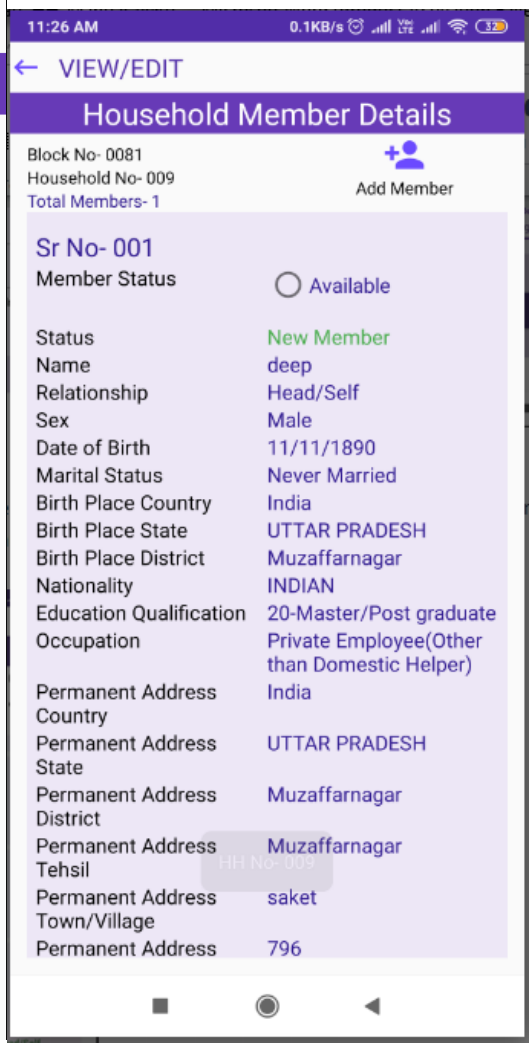

11:25 AM
0.0KB/s
Add New Household
Household Form
Block - 0081
deep
Household Number - 009
Member Sr No -001
Permanent Address Country
Permanent Address Country
India
Permanent Address State
UTTAR PRADESH
Permanent Address District
Muzaffarnagar
Permanent Address Tehsil
Muzaffarnagar
House Number and Locality
796
Town/Village
saket
Pincode
251001
Wheather staying at present address since birth
Yes
No


11:25 AM
2.5KB/s
Add New Household
Household Form
Block - 0081
deep
Household Number - 009
Member Sr No -001
Permanent Address Country
Parents Details
Identification Details
Aadhaar
Mobile
9876543210
Voter ID Number
PAN Card Number
Driving Licence Number
Respondent Details
SAVE
11:25 AM
1.5KB/s
Add New Household
Household Form
Block - 0081
deep
Household Number - 009
Member Sr No -001
Personal Deatils
Education/Occupation
Permanent Address Country
Parents Details
Identification Details
Respondent Details
Respondent's Name
ram
Respondent Mobile Number
9999999999
SAVE

13 View/Edit Operation:

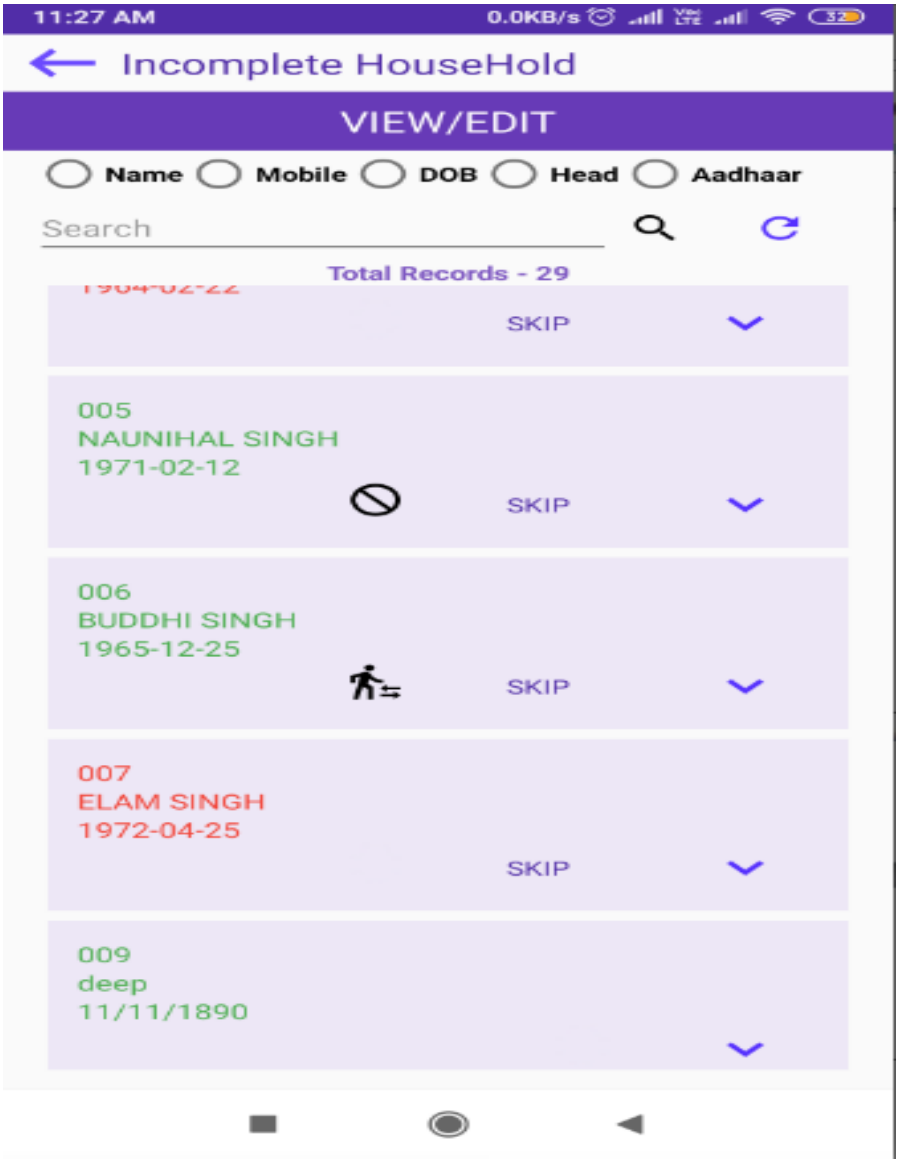
User can view only completed/Uploaded household in VIEW/EDIT screen.





Note: 1. Moved/Died option will not be available on member if it's a new Member.

2. SKIP button option will not available on new household.
3. Locked house will be editable till eb is not completed.



In VIEW/EDIT screen user can view three types of image on completed House Hold.

This icon for Household not available

Household moved.

Household Locked.

13-Icon Overview-

Add New Member.

Add New Household.

Edit Member

Show more member

Red Color – This color to show Household /Member for which work is not stared yet.

Yellow Color – This color to show on household work has started but not completed.

Green Color – This color to show household/member work is completed.

Refresh the list of Household.

Search specific type.

Click this icon user can skip the particular hosuehold,if any household don't have this skip icon that mean we can't skip that hosuehold(skip icon will be invisible on household only in case of new hosuehold or any household which have a new member

Go back to previous screen.

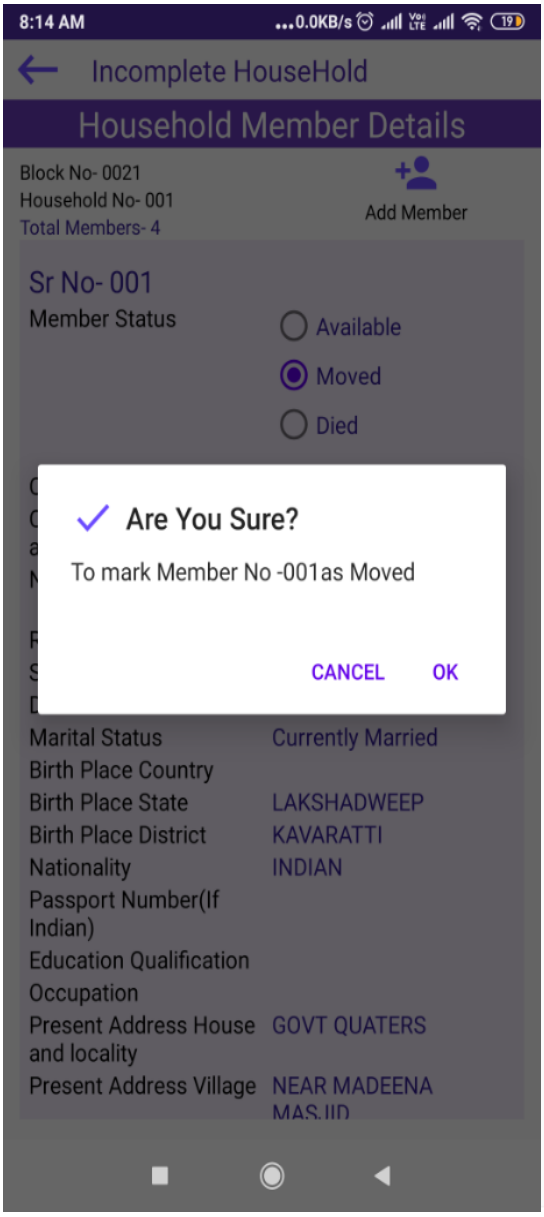
Household is not available.

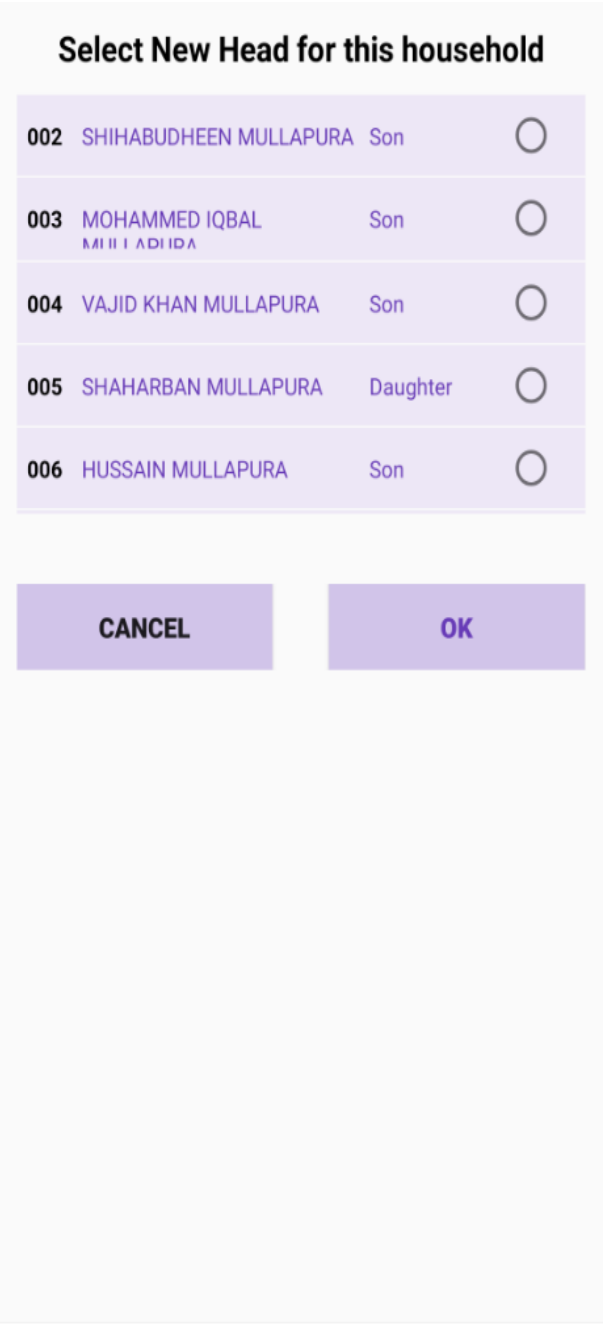
Household is moved.

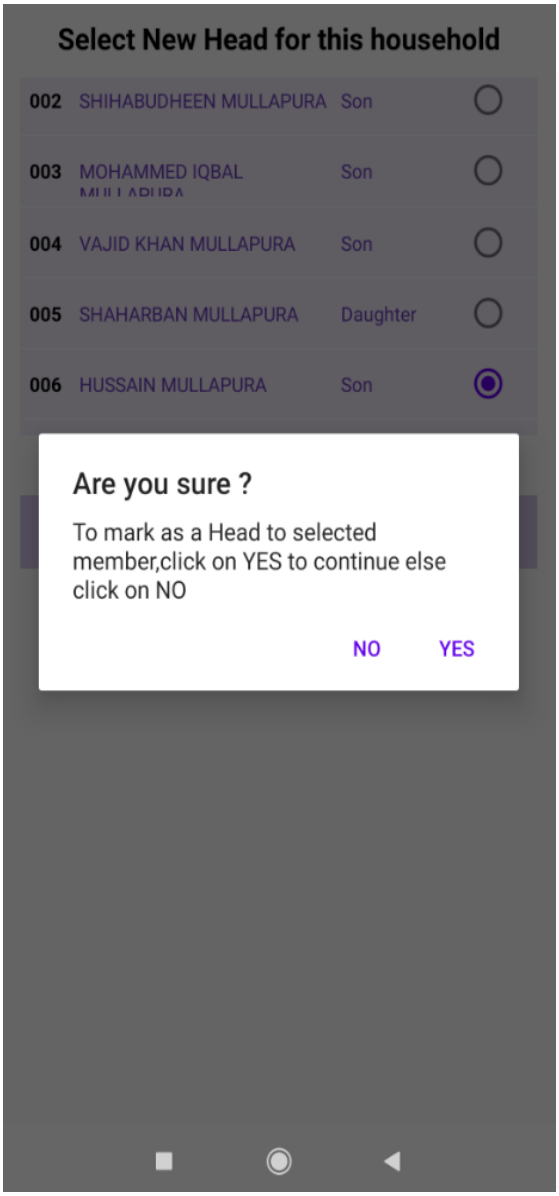
Household is locked.

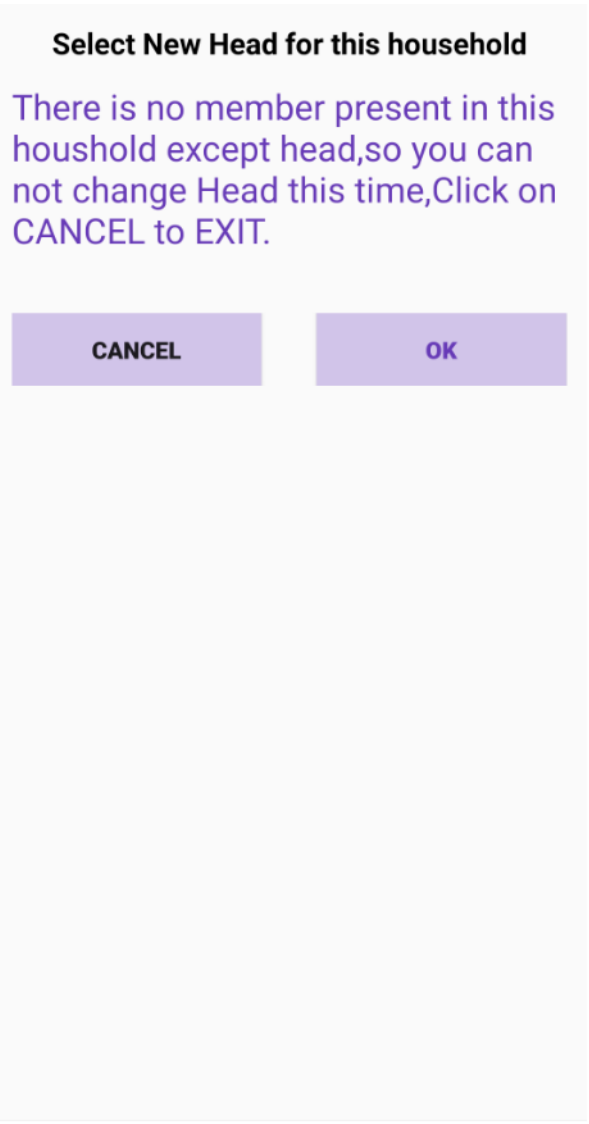
14- Change Head: We can change head by these 2 way…

1- Head Died/Migrate





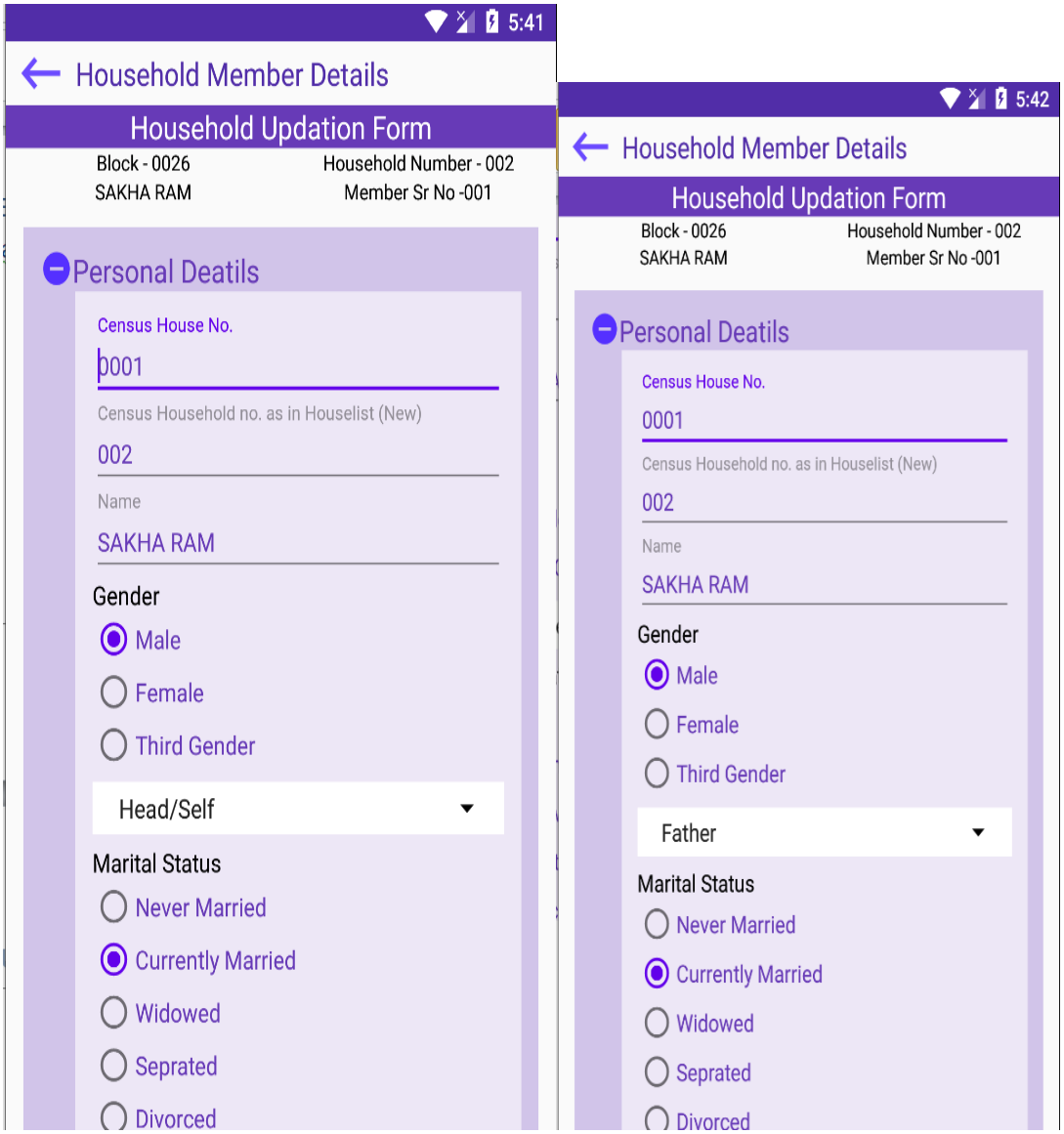




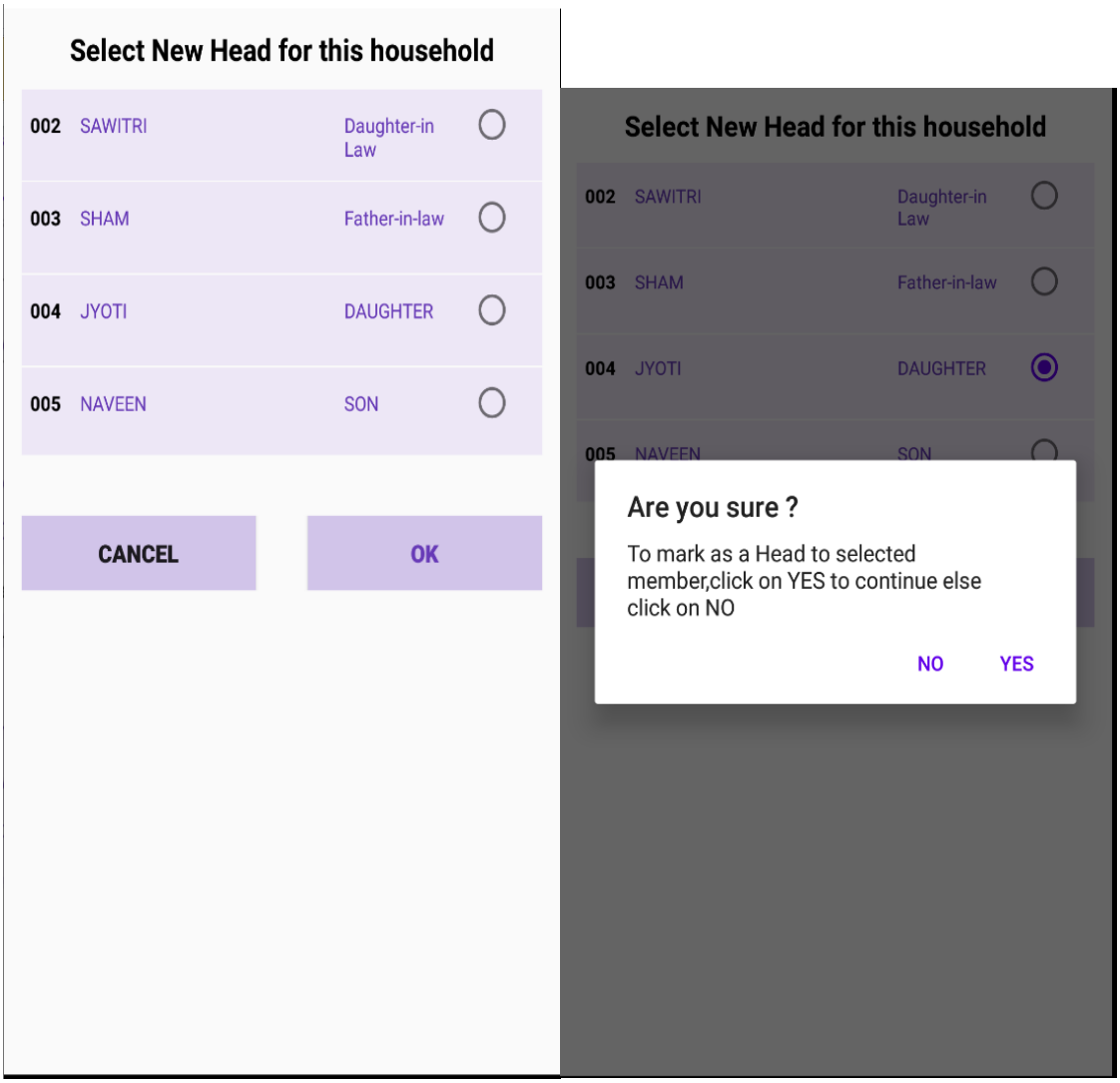
Pic 1 pic 2

After Click on YES head will change with selected member. In case of Head is the only member in the household and you choose migrate/died on Head then you will get this screen(pic 2)

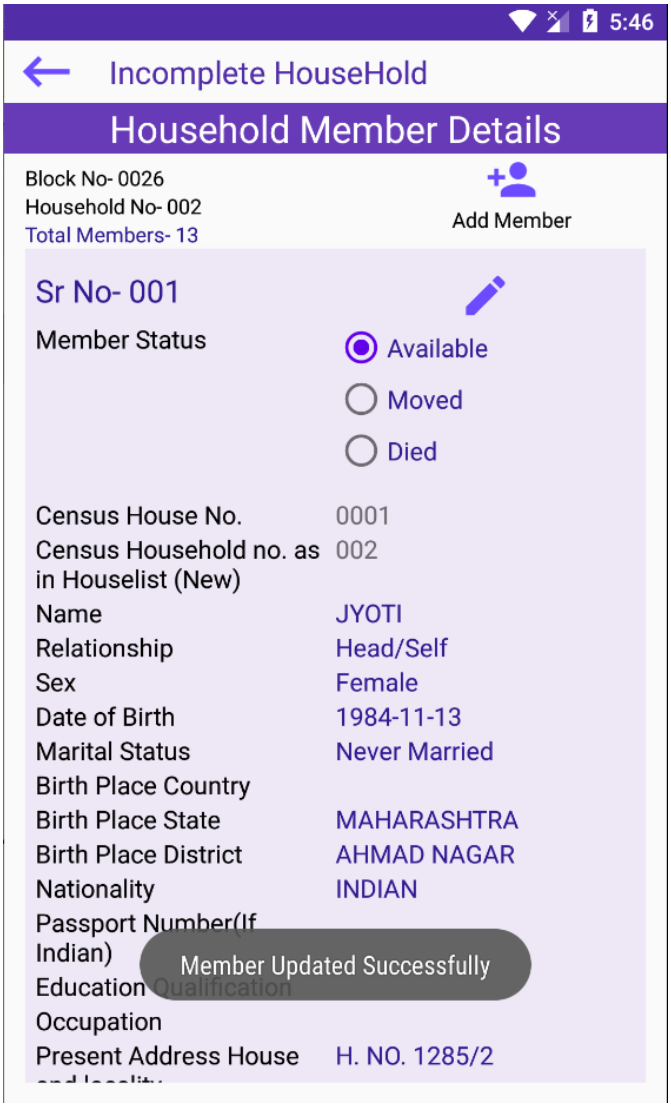
2- Change Head while updating the Head



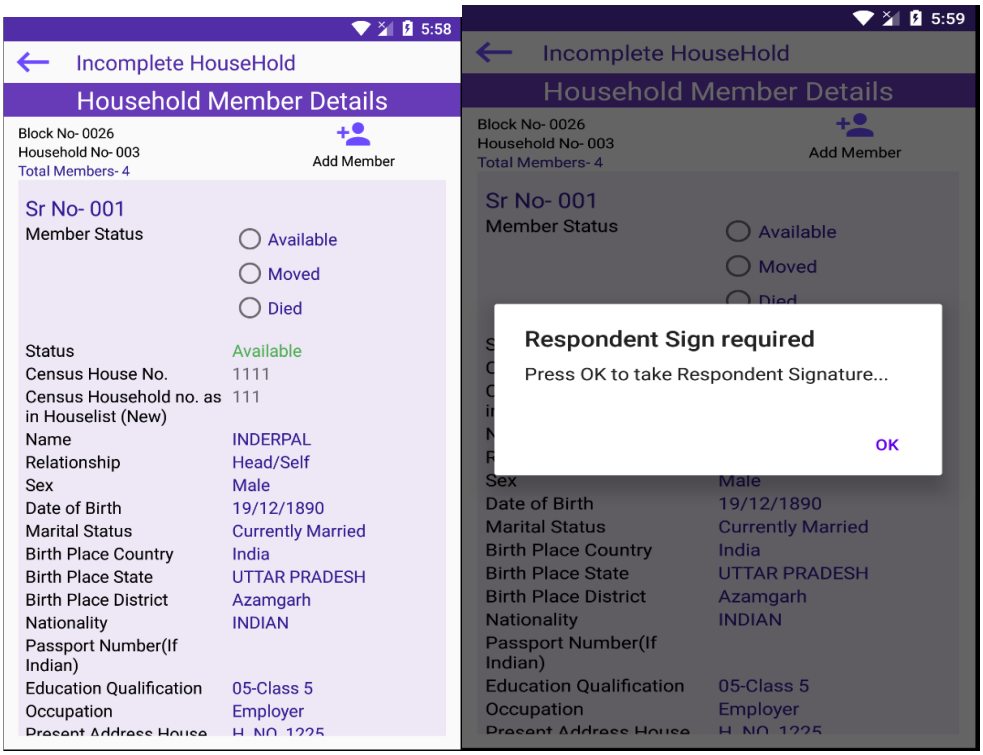
Change relationship with Head to father and then update the Head

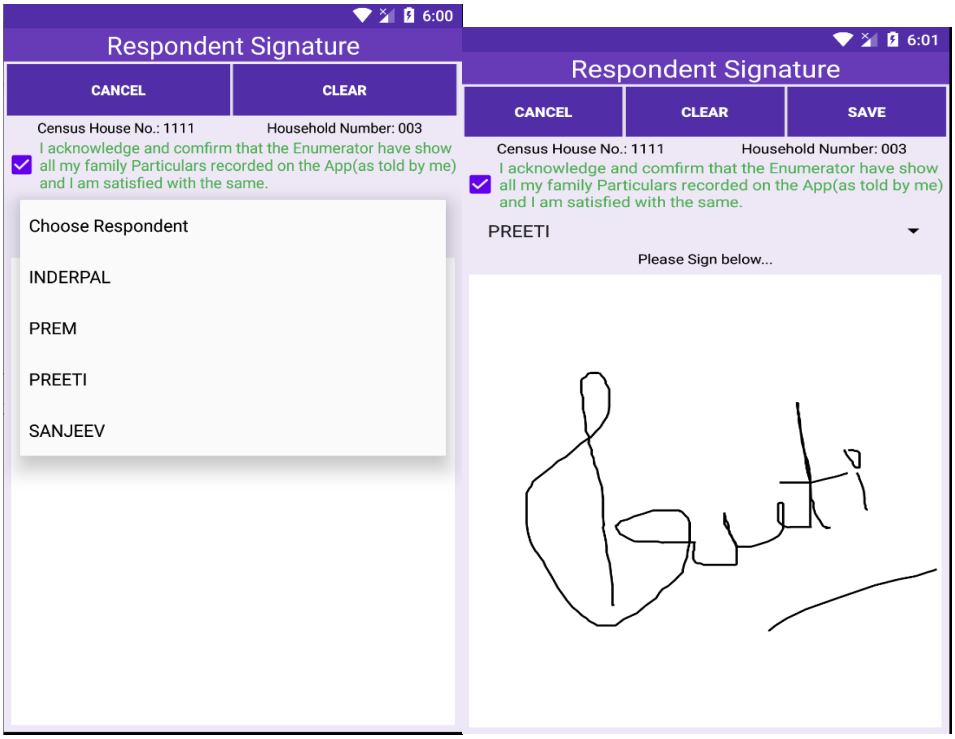


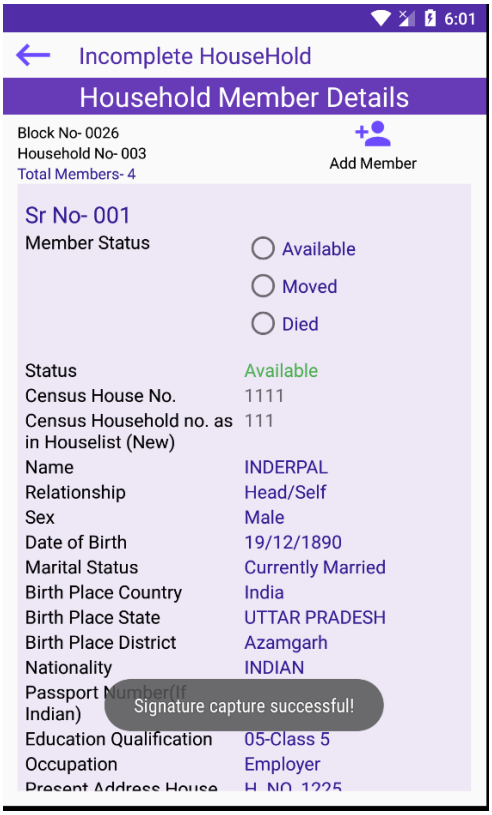
After click on YES you will see that selected Member will be Head of the Household



15 – Signature of Respondant : While updating any first member of the household and when you try to back to another household then Respondent signature will be asked (as like shown in below pic)







Now App will not ask Respondant signature for this household.

Note- While respondant signature screen in the respondant list only available member will be shown.

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Government of India
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